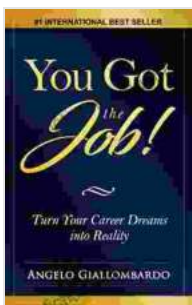


# You've Got the Job: A Comprehensive Guide to Ace Your First 90 Days

Congratulations! You've just landed a new job. This is an exciting time, but it can also be a bit overwhelming. After all, you want to make a good impression and set yourself up for success in your new role.

This guide will provide you with everything you need to know to ace your first 90 days on the job. We'll cover everything from setting goals to building relationships to managing expectations.

One of the most important things you can do when you start a new job is to set goals. This will help you stay focused and motivated, and it will also give you a way to measure your progress.



## You Got the Job!: Turn Your Career Dreams into Reality

by Angelo Giallombardo

★★★★★ 4.9 out of 5

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Word Wise : Enabled  
Print length : 136 pages  
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When setting goals, it's important to be SMART:

- **Specific:** Your goals should be specific and well-defined.
- **Measurable:** Your goals should be measurable so that you can track your progress.
- **Attainable:** Your goals should be realistic and attainable.
- **Relevant:** Your goals should be relevant to your job and your career goals.
- **Time-bound:** Your goals should have a specific deadline.

Once you've set your goals, be sure to write them down and share them with your manager. This will help you stay accountable and on track.

Building relationships is essential for success in any job. When you start a new job, it's important to make an effort to get to know your colleagues and your manager.

Here are a few tips for building relationships:

- **Introduce yourself.** When you first start, introduce yourself to your colleagues and your manager. Be friendly and approachable, and let them know a little bit about yourself.
- **Attend company events.** Company events are a great way to get to know your colleagues and learn about the company culture.
- **Join a team or committee.** Joining a team or committee is a great way to get involved in the company and meet new people.
- **Be helpful.** One of the best ways to build relationships is to be helpful to others. Offer to help with projects, volunteer for tasks, and be a

team player.

It's important to manage expectations from both your manager and your colleagues. You don't want to set yourself up for failure by promising more than you can deliver.

Here are a few tips for managing expectations:

- **Be realistic about your capabilities.** When you're setting goals, be realistic about what you can achieve in your first 90 days.
- **Communicate your progress.** Keep your manager updated on your progress. This will help them see that you're on track and that you're committed to your goals.
- **Be willing to ask for help.** If you're struggling to meet expectations, don't be afraid to ask for help from your manager or colleagues.

Performance management is a process that helps you track your progress and identify areas for improvement. It's important to have regular performance reviews with your manager to discuss your goals, your progress, and your development.

Here are a few tips for successful performance management:

- **Set clear goals.** Your goals should be clear and specific.
- **Track your progress.** Keep a record of your accomplishments and your areas for improvement.
- **Be open to feedback.** Feedback is essential for professional development. Be open to feedback from your manager and your

colleagues.

- **Take action.** Once you have feedback, take action to improve your performance.

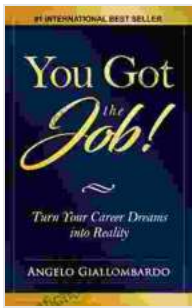
Your first 90 days are a great time to start thinking about your career development. What are your long-term goals? What skills do you need to develop?

Here are a few tips for career development:

- **Identify your strengths and weaknesses.** What are you good at? What areas do you need to improve?
- **Set career goals.** What do you want to achieve in your career?
- **Create a development plan.** How are you going to achieve your career goals?
- **Seek out opportunities.** Take advantage of opportunities to learn new skills and develop your career.

Your first 90 days on the job are a critical time. By setting goals, building relationships, managing expectations, and focusing on your performance and career development, you can set yourself up for success in your new role.

Remember, the most important thing is to be yourself and to work hard. If you do that, you'll be sure to impress your manager and your colleagues, and you'll be well on your way to a successful career.

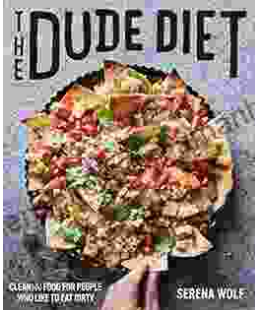


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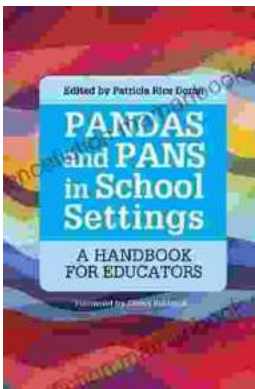
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